

M e m o r a n d u m

Date: December 15, 2009

To: San Bernardino Area

Attention: Captain E. L. Falat

From: **DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**
Office of the Assistant Commissioner, Inspector General

File No.: 005.9968.13791.010

Subject: 2009 COMMAND PROPERTY INSPECTION REPORT

State Administrative Manual (SAM) Section 8652 requires Departments to conduct a physical count of all state owned property and reconcile the count with accounting records at least once every three years. Departmental records indicate the last command inventory by the San Bernardino Area was conducted on May 22, 2009. In order to provide independent verification and reasonable assurance to the Office of the Commissioner that California Highway Patrol inventory records are complete and accurate, your command was selected for a property inspection.

In accordance with procedures outlined in Highway Patrol Manual (HPM) 11.2, Materials Management Manual, and HPM 22.1, Command Inspections Program Manual, an inspection of your command's property, including vehicles and weapons, was completed by the Property Inspector (PI) on October 7, 2009. Using property records from the appropriate Offices of Primary Interest (OPI), the PI selected a random statistically-valid sample of property that was stratified across four property areas: general inventory control, telecommunications, fleet, and weapons (see Attachments B, C, D, and E). Additionally, the PI chose items within your command and compared them to the appropriate inventory records.

According to the OPI inventory lists, the command had a total property inventory population of 791 items (a). The statistically-valid sample at a 95 percent confidence level ± 5 percent error rate provided a total stratified sample size of 59 items when rounded up to the next whole number (d).

Safety, Service, and Security

	Population Size	Percentage of Total	Calculated Sample Size	Predetermined List Sample Size
	(a)	(b)	(c)	(d)
ICU Decals	280	35.40%	20.18	21
Telecommunications	301	38.05%	21.69	22
Fleet	49	6.19%	3.53	4
Weapons	161	20.35%	11.60	12
Total	791			59

When comparing equipment recorded on the predetermined property inspection list to equipment located at the command, 50 of the 59 items were located. Seven items had been transferred, and these transfers were reflected on the appropriate Motor Vehicle Assignment and Transfer, CHP 57, Credit Memo, CHP 266, and Radio Extender Adjustment Record, CHP 331 (attached). One item was on loan to another Area and another item was reported stolen in 2004 (see attached documentation). The property inspection results of the equipment recorded on the predetermined property inventory list to equipment located at the command are summarized in Attachment A.

When comparing equipment assigned to the command to the OPI inventory lists, five of the five items reconciled. The property inspection results of equipment located at the command to the OPI inventory list are summarized in Attachment A.

I request your command research and investigate all discrepancies in accordance with departmental procedures outlined in HPM 11.2, Materials Management Manual, Chapter 8, Equipment, and work with the appropriate OPI(s) to rectify any variances. A Physical Inventory Adjustment Request, CHP 24, must be completed to adjust the inventory records. In order to verify that the above listed discrepancies have been rectified, please submit a memorandum to the Office of Inspections through your respective Division by March 15, 2010.

Furthermore, in accordance with the Governor's Executive Order S-20-09 to increase government transparency, this report will be posted on the CHP's internet website, and on the Office of the Governor's webpage, located on the State's Government website.

San Bernardino Area
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December 15, 2009

The Office of Inspections would like to thank your command for their assistance during this property inspection. If you have any questions or need additional information, please contact me or Roger Ikemoto, Senior Management Auditor at (916) 843-3160.


M. C. A. SANTIAGO, CIG
Assistant Commissioner

Attachments

cc: Office of the Assistant Commissioner, Field
Inland Division
Fiscal Management Section
Telecommunications Section
Office of Inspections, Audits Unit

Attachment

A

CALIFORNIA HIGHWAY PATROL
OFFICE OF INSPECTIONS, AUDITS UNIT
PROPERTY INSPECTION DISCREPANCY REPORT
San Bernardino Area
October 7, 2009

ATTACHMENT A

Equipment Description	CHP Number	Listed on property record but not found	Found but not listed on property record	Missing decal or correction needed to property record	Transfer	Not available for inspection	Comments
Radar Unit (Gift)	105094				X		On CHP 266, Credit Memo (attached)
Radar Vehicle	115846				X		On CHP 266, Credit Memo (attached)
Radar Handheld	120132				X		On CHP 266, Credit Memo (attached)
Handheld Radar, Directional	146527				X		On CHP 266, Credit Memo (attached)
Hand-Held Radio	R62499	X					At Area 801, on loan
Hand-Held Radio	R64047				X		On CHP 331, Radio Extender Adjustment Record (attached)
Hand-Held Radio	R64708	X					Reported stolen in 2004 (Memorandum attached)
Control Head - Mobile	R84443				X		On CHP 57, Motor Vehicle Assignment and Transfer (attached)
Control Head - Motorcycle	R89972				X		On CHP 57, Motor Vehicle Assignment and Transfer (attached)

Attachment

B

CALIFORNIA HIGHWAY PATROL
2009 ICU PROPERTY RECORD INSPECTION REPORT
San Bernardino - 860

ATTACHMENT B

Asset #	Description	Serial #	Y	N	A	T	C	Other/Comments
Property inspection list to equipment								
1	105094	RADAR UNIT (GIFT)				X		On CHP 266, Credit Memo (attached)
2	107630	PRINTER LASERJET 4000N		X				
3	115846	RADAR VEHICLE				X		On CHP 266, Credit Memo (attached)
4	120132	RADAR HANDHELD				X		On CHP 266, Credit Memo (attached)
5	129394	SWITCH		X				
6	133492	DIGITAL CAMERA		X				
7	135178	Uninterruptable Power Source		X				
8	144345	DIGITAL CAMERA		X				
9	146527	HANDHELD RADAR, DIRECTIONAL				X		On CHP 266, Credit Memo (attached)
10	150831	DVD / VCR COMBO		X				
11	153944	HANDHELD GPS		X				
12	153945	HANDHELD GPS		X				
13	155282	LAPTOP		X				
14	156037	LAPTOP		X				
15	156058	LAPTOP		X				
16	156067	LAPTOP		X				
17	156068	LAPTOP		X				
18	156913	LAPTOP		X				
19	159681	LIDAR SPEED ENFORCEMENT SYSTEM		X				
20	95516	PREFABRICATED BUILDING P032553		X				
21	97627	CAMERA		X				
Equipment to property inspection list								
1	150829	TELEVISION 27"		X				
2	154523	COMPUTER		X				
3	165718	PRINTER LASERJET CP3505N		X				

LEGEND:

(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

Attachment

C

CALIFORNIA HIGHWAY PATROL
2009 TELECOMM PROPERTY RECORD INSPECTION REPORT
San Bernardino - 860

ATTACHMENT C

Asset #	Description	Vehicle/Misc.	Vehicle/Misc.	Serial #	Y	N	A	T	C	Other/Comments
Property inspection list to equipment										
1	F0406	MISC. ACCTG.-VOLTAGE REGULATOR		B-109	X					
2	R45797	Mobile Repeater	I249967	7739039	X					
3	R46517	Mobile Repeater	I270469	7724181	X					
4	R46520	Mobile Repeater	I248539	7724187	X					
5	R50793	Scanner	I248545	5000453	X					
6	R53246	Mobile Radio	I239917	9543410	X					
7	R5347	Motorcycle - Repeater	M9188	90A81	T00347	X				
8	R5531	Motorcycle - Repeater	M9477	95A74	T00531	X				
9	R55995	Scanner	I270761	55002325	X					
10	R56160	Scanner	I248539	55003031	X					
11	R62499	Hand-Held Radio	17665	402AWW6424		X				At Area 801, on loan
12	R62653	Hand-Held Radio	17578	402AWW5995	X					
13	R62657	Hand-Held Radio	19467	CTC 4-08	402AWW4959	X				
14	R64047	Hand-Held Radio	15803	AREI-08	402AWY0772			X		On CHP 331, Radio Extender Adjustment Record (attached).
15	R64708	Hand-Held Radio	UnknPer04	was-860	402AWY7609		X			Reported stolen in 2004 (Memorandum attached).
16	R64714	Hand-Held Radio	13712	402AWY7603	X					
17	R64806	Hand-Held Radio	18704	MM 08-095	402AWY7493	X				
18	R64858	Hand-Held Radio	15033	402AWY7254	X					
19	R65772	Hand-Held Radio	19431	CTC 4-08	402AWY9637	X				
20	R70765	Battery Charger - Radio			X					
21	R84443	Control Head - Mobile	I204194					X		On CHP 57, Motor Vehicle Assignment and Transfer (attached).
22	R89972	Control Head - Motorcycle	M9260	91A53				X		On CHP 57, Motor Vehicle Assignment and Transfer (attached).
Equipment to property inspection list										
1	R70814	Charger Multi Unit PO 42872	NTN1177		X					
2	R70879	Charger Multi Unit PO 42872	NTN1177		X					

LEGEND:

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Attachment

D

CALIFORNIA HIGHWAY PATROL
2009 FLEET RECORD INSPECTION REPORT
San Bernardino - 860

ATTACHMENT D

Equipment ID		License number	Manufacturer	Model	Y	N	A	T	C	Other/Comments
Property inspection list to equipment										
1	1215597	1215597	Ford	2006 Crown Victoria (patrol)	X					
2	C2307E	1084725	Dodge	2001 Ram Van	X					
3	C2677E	1171690	Ford	2004 Van	X					
4	M9610	3000406	BMW	2009 R1200-RTP	X					

LEGEND:

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Attachment E

**CALIFORNIA HIGHWAY PATROL
2009 WEAPONS RECORD INSPECTION REPORT
San Bernardino - 860**

ATTACHMENT E


Officer ID#	Model	Last Name	First Name	Serial #	Y	N	A	T	C	Other/Comments
Property inspection list to equipment										
1					X					
2					X					
3					X					
4					X					
5					X					
6					X					
7					X					
8					X					
9					X					
10					X					
11					X					
12					X					

LEGEND:

(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

STATE OF CALIFORNIA
DEPARTMENT OF CALIFORNIA HIGHWAY PATROL
CREDIT MEMO - EQUIPMENT
CHP 266 (Rev. 10-07) OPI 076

☐ Return ☐ Repair ☒ Transfer
☐ Loan, return by:

FROM: (COMMAND NAME) San Bernardino Area	LOCATION CODE 860	PREPARED BY G. MacDougall	DATE 09/02/2009
TO: (COMMAND NAME) Supply Services Unit	LOCATION CODE 076W	NUMBER BOXES/PIECES IN THIS SHIPMENT 17	
SHIPPED VIA <input type="checkbox"/> SSU truck <input checked="" type="checkbox"/> Other (specify): Hand delivered		DRIVER'S SIGNATURE 	

EQUIPMENT
MAJOR, MINOR, SENSITIVE, COMPUTER, TELECOMMUNICATIONS, ETC.

CHP NUMBER (Incl. X, AF, SF, R #'s)	SERIAL NUMBER	UNIT	DESCRIPTION	CHECK IF DEFECTIVE	HQ USE ONLY	
					STOCK	SURVEY
105094	DC9537		Stalker Dual SL radar unit			
105095	DC9487		Stalker Dual SL radar unit			
105968	28356		Stalker ATR handheld radar unit			
110464	040946		Stalker Dual SL radar unit			
110465	040913		Stalker Dual SL radar unit			
111001	041502		Stalker Dual SL radar unit			
111004	041501		Stalker Dual SL radar unit			
111007	041535		Stalker Dual SL radar unit			
115503	043020		Stalker Dual SL radar unit			
115846	043680		Stalker Dual SL radar unit			
115937	044145		Stalker Dual SL radar unit			
115995	044577		Stalker Dual SL radar unit			
116547	045050		Stalker Dual SL radar unit			
116603	044956		Stalker Dual SL radar unit			
116672	044630		Stalker Dual SL radar unit			
✓ 120127	GVP02928		Decatur Genesis VP handheld radar unit			
120132	GVP02657		Decatur Genesis VP handheld radar unit			

RECEIVED BY (SIGNATURE) 	PRINTED NAME Javier L. Martinez	DATE 9-3-09	AUTHORIZED BY
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Destroy Previous Editions

STATE OF CALIFORNIA

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

MOTOR VEHICLE ASSIGNMENT AND TRANSFER

CHP 57 (Rev 7-95) OPI 074

DISTRIBUTE:

White — Motor Transport
 Green — Area Projection
 Yellow — Area
 Pink — Telecommunications
 Goldenrod — Data Processing

LICENSE NUMBER(S)

E91A53

4. CHP NUMBER

M-9260

REPLACES NUMBER

41. VIN AND FRAME NUMBER

WB10499A642E93351

56. CLASS

EM

53. YEAR MODEL

2004

54. MAKE

BMW

55. BODY TYPE

R1150RT

57. DATE ACQUIRED

58. DATE PLACED IN SERVICE

5/17/04

SELLING DEALER ADDRESS

59. ROOF LIGHTS—TYPE

KEY NUMBER

ELECTRONIC SIREN/PA

Siren/PA model:

Speaker location:

EDP USE ONLY

2

60. RADIO(S) "R" NUMBER(S)

G. E. Radio—R-48157 Program—

Repeater R—5645

ADDITIONAL RADIOS

Scanner R—

CONTROL HEAD & R-89972

☒ Registration☒ Credit card(s)☒ CHP 33☒ CHP 227☒ CHP 423☒ Maintenance record

69. PURCHASE PRICE

70. WARRANTY CONTRACT NUMBER

71. SMOG INSPECTION DUE

EQUIPMENT

REMARKS

AREA USE ONLY

☐ Jetsonic (A)☐ Vision☐ Aerodynamic (C)☐ Rear deck lights☐ Clear L. Spotlight☐ Scanner☐ Barrier☐ Backboard clips☐ Radar plug☐ Rear map light☐ Siren snow screen☐ Special—see remarks

EARLY SURVEY UNIT M-9260

PROJECTION DATE

CURRENT MILEAGE (AT PROJECTION)

EQUIPMENT CHANGES/COMMENTS

SEE REVERSE FOR VEHICLE CONDITION REPORT

ASSIGNMENT TO

63. LOCATION NAME

FEET OPERATION

RECEIVED BY (SIGNATURE)

64. LOCATION CODE

075

67. ODOMETER READING

94687

TRANSFER FROM

65. LOCATION NAME

SAN BERNARDINO

DELIVERED BY (SIGNATURE)

66. LOCATION CODE

866

68. DATE

Use previous editions until depleted.

MOTOR VEHICLE ASSIGNMENT AND TRANSFER

CHP 57 (Rev 7-95) OPI 074

DISTRIBUTE:

White — Motor Transpc
Green — Area Projection
Yellow — Area
Pink — Telecommunications
Goldend — Data Processing

LICENSE NUMBER(S)

1204194

4. CHP NUMBER	REPLACES NUMBER	41. VIN AND FRAME NUMBER	56. CLASS
53. YEAR MODEL	54. MAKE	55. BODY TYPE	58. DATE PLACED IN SERVICE
2005	FORD	2FAHP71WX5X140758	ES
SELLING DEALER ADDRESS		57. DATE ACQUIRED	58. DATE PLACED IN SERVICE
		CRW VIC	8/16/05

59. ROOF LIGHTS—TYPE	KEY NUMBER	ELECTRONIC SIREN/PA	56. CLASS
		Siren/PA model:	ES
		Speaker location:	
60. RADIO(S) "R" NUMBER(S)		ADDITIONAL RADIOS	EDP USE ONLY
G. E. Radio—R-43386-VOR Program—		CONTROL HEAD—R-84443-VOR	2
Repeater R—49586-VOR		Scanner R—74894-VOR	

<input checked="" type="checkbox"/> Registration	<input checked="" type="checkbox"/> CHP 33	<input checked="" type="checkbox"/> CHP 423
<input checked="" type="checkbox"/> Credit card(s)	<input checked="" type="checkbox"/> CHP 227	<input checked="" type="checkbox"/> Maintenance record
69. PURCHASE PRICE	70. WARRANTY CONTRACT NUMBER	71. SMOG INSPECTION DUE

EQUIPMENT	REMARKS	AREA USE ONLY
<input type="checkbox"/> Jetsonic (A)		PROJECTION DATE
<input type="checkbox"/> Vision		CURRENT MILEAGE (AT PROJECTION)
<input type="checkbox"/> Aerodynamic (C)		EQUIPMENT CHANGES/COMMENTS
<input type="checkbox"/> Rear deck lights		
<input type="checkbox"/> Clear L. Spotlight		
<input type="checkbox"/> Scanner		
<input type="checkbox"/> Barrier		
<input type="checkbox"/> Backboard clips		
<input type="checkbox"/> Radar plug		
<input type="checkbox"/> Rear map light		
<input type="checkbox"/> Siren snow screen		
<input type="checkbox"/> Special—see remarks		

SEE REVERSE FOR VEHICLE CONDITION REPORT

ASSIGNMENT TO		TRANSFER FROM	
63. LOCATION NAME	64. LOCATION CODE	65. LOCATION NAME	66. LOCATION CODE
VEET OPERATION	075	SAN BERNARDINO	860
RECEIVED BY (SIGNATURE)	67. ODOMETER READING	DELIVERED BY (SIGNATURE)	68. DATE
John M. Mc... A14330	102613	Carlos Ly... 6/4/09	6/4/09

Use previous editions until depleted.

DATE _____

10/05/2009

TO

FROM (COMMAND)

LOCATION CODE

Telecommunications Section

San Bernardino

860

TE PHYSICAL INVENTORY PERFORMED

PERSON CONDUCTING INVENTORY

TELEPHONE NUMBER

10/05/2009

Officer Chuck Webb

(909) 383-4247

☒ Public☐ CALNE☐ Report complete all - all items located☐ Make changes listed below

C = CORRECTION to PRINTOUT (Check Box in Appropriate Area)

D = DELETION

A = ADDITION

T = TRANSFER

CHP TAG NUMBER

SERIAL NUMBER

C

EMPLOYEE I. D.

C

D

A

T

1

TC

TO LOC. CODE

R64047

402AWY0772

15803

650

DRIVER'S SIGNATURE

ORDER'S SIGNATURE W. Dennis L. Hume #10336 LT.

M e m o r a n d u m

Date: December 4, 2008

To: Inland Division

From: **DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**
San Bernardino Area

File No.: 860.Mgr.Memo.Miss08

Subject: **SAN BERNARDINO AREA 2008 MISSING EQUIPMENT**

The San Bernardino Area has conducted inquiries and a physical search for the attached "missing" equipment list provided by Telecommunications. Area has not been able to locate items marked 1-6 and 10. Items marked 7-9 have paperwork attached and an explanation for the request/action listed below.

7. R60402 - Answer Machine, this item was removed by Telecommunications during the change out of telephones in the Area and replaced with R82138. No paperwork has been found, a request to trace the missing answer machine has been sent to Telecommunications.
8. R64708 - Motorola hand held radio, was reported stolen to San Bernardino Sheriff's Department on March 11, 2004. The stolen report is attached and this item is requested to be removed from the missing inventory list as it was stolen.
9. R65950 - Motorola HT1000 hand held radio was assigned to Officer Alan Schmiedel, #16755, who transferred to Desert Hills Inspection Facility, (656) June 1, 2008. The radio should have been transferred to Area 656 and deleted from San Bernardino Area's radio equipment inventory. A CHP 331 is attached and with supporting documentation.

On going efforts will continue to locate the remainder items and forward the appropriate documentation to Telecommunications for deletion, transfer or assignment. Should you have any questions, please contact Lieutenant Denise Hasan at (909) 383-4247.



E. L FALAT, Captain
Commander
San Bernardino Area

cc: Attachments